Provider Communication

Subject:	Register for June Training - WebEx	Priority:	**High**
Date:	May 21, 2010	Message ID:	ACSBNR05212010_1

Dear Providers,

We've added June WebEx Training courses to the GHP Web Portal. Currently, you can register for the following training courses:

Training Course	Course Descriptions	Date	Time	Instructor
WINASAP - Overview	WINASAP is a free software that allows you to process CMS-1500, UB-92, dental, nursing and professional claims via the web. This course will provide a general overview of how to access and use WINASAP 2003. Also, step-by-step instructions on how to setup a trading partner, basic claim entry and sending a claim file will be provided. Knowledge of the CMS 1500, UB04 and ADA claim forms are suggested pre-requisites."	6/1/2010	10:00	GHP Training
CMS 1500 Web Portal Claims Submission	This step-by-step course will instruct you how to submit a CMS 1500 Claim for Professional Services via the GHP Web Portal using real-time claim processing response. Knowledge of the CMS 1500 claim form is the suggested pre-requisite.	6/1/2010	11:00	GHP Training

CMS 1500 Crossover Web Portal Claims Submission	This course will instruct you how to submit a CMS 1500 Crossover Medicare Claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "Web Portal CMS 1500 Claims Submission."	6/3/2010	10:00	GHP Training
UB04 XOver Web Portal Claims Submission	This course will instruct you how to submit a UB04 Institutional Medicare crossover claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "UB04 Web Portal Claims Submission."	6/3/2010	11:00	GHP Training
WINASAP – Claims Submission (CMS 1500)	This course will instruct WINASAP 2003 users on how to enter the specific information required for accurate claim processing. Suggested pre-requisite: WINASAP - Overview. Users should also be familiar with the CMS 1500 claim form, procedure codes, ICD-9 diagnosis codes and rates.	6/8/2010	10:00	GHP Training
UB04 Web Portal Claims Submission	This course will instruct you how to submit a UB04 Institutional Claim via the GHP Web Portal using real-time claims processing. Knowledge of the UB04 Claim form is the suggested pre-requisite.	6/8/2010	11:00	GHP Training
CMS 1500 COB Web Portal Claims Submission	This step-by-step course will instruct you how to submit a CMS 1500 COB Claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "Web Portal CMS 1500 Claims Submission."	6/10/2010	11:00	GHP Training

CMS 1500 Web Portal Claims Submission	This step-by-step course will instruct you how to submit a CMS 1500 Claim for Professional Services via the GHP Web Portal using real-time claim processing response. Knowledge of the CMS 1500 claim form is the suggested pre-requisite.	6/10/2010	11:00	GHP Training
CMS 1500 Crossover Web Portal Claims Submission	This course will instruct you how to submit a CMS 1500 Crossover Medicare Claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "Web Portal CMS 1500 Claims Submission."	6/15/2010	10:00	GHP Training
CMS 1500 Web Portal Claims Submission	This course will instruct you how to submit a CMS 1500 Claim for Professional Services via the GHP Web Portal using real-time claim processing response. Knowledge of the CMS 1500 claim form is the suggested pre-requisite.	6/15/2010	11:00	GHP Training
CMS 1500 COB Web Portal Claims Submission	This course will instruct you how to submit a CMS 1500 COB Claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "Web Portal CMS 1500 Claims Submission."	6/17/2010	10:00	GHP Training
WINASAP - Database	WINASAP is a free software that allows you to process CMS-1500, UB-92, dental, nursing and professional claims via the web. This step-by-step course will instruct you how to create a database backup, restore a database, repair database and purge claim data. The suggested pre-requisite Web-Ex training courses are "WINASAP – Overview" and WINASAP – Database.	6/17/2010	11:00	GHP Training

UB04 Web Portal Claims Submission	This step-by-step course will instruct you how to submit a UB04 Institutional Claim via the GHP Web Portal using real-time claims processing. Knowledge of the UB04 Claim form is the suggested pre-requisite.	6/22/2010	10:00	GHP Training
CMS 1500 Crossover Web Portal Claims Submission	This course will instruct you how to submit a CMS 1500 Crossover Medicare Claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "Web Portal CMS 1500 Claims Submission."	6/22/2010	11:00	GHP Training
UB04 XOver Web Portal Claims Submission	This step-by-step course will instruct you how to submit a UB04 Institutional Medicare crossover claim via the GHP Web Portal using real-time claim processing. The suggested pre-requisite Web-Ex training course is "UB04 Web Portal Claims Submission."	6/24/2010	10:00	GHP Training

To register for a WebEx Training course, do the following:

1. Access the GHP Web Portal at www.ghp.georgia.gov.

2. Select the Provider Training tab.

3. Click **View Training Materials** in the Provider Training portlet.

4. Click **Online Training**. This will access the GHP WebEx Training website. You can also access this site directly at https://ghptraining.webex.com/ghptraining.

5. Click **Register** next to the training course for which you are registering.

6. Complete the required information.

7. Click the **Register** button. This will register you for the course and you will be sent an email confirmation.